

CHIEF SURVEYOR

Class Definition

Under direction, plans, supervises, and administers the operations of the Survey Section of the Construction Management Division of the Public Works Department.

Distinguishing Characteristics

Chief Surveyor is the head of the Survey Section of the Construction Management Division of the Public Works Department. Reporting to the City Construction Engineer, the incumbent applies advanced surveying skills in planning, coordinating, and supervising all City surveys. This class is distinguished from Survey Party Chief in that the latter is the advanced working class and is responsible for directing the day-to-day field activities of a survey party. Chief Surveyor differs from Land Surveyor in that the latter performs professional survey duties associated with the review and approval of various maps and related documents as described in section 8726 of the Business and Professions Code for the State of California.

Typical Tasks

(The incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Performs the section's administrative duties; plans, coordinates, supervises and evaluates the activities of the section's personnel.

Prepares and monitors the annual budget for the survey section.

Checks preliminary and final survey plans for complex construction projects.

Develops and directs training and safety programs.

Researches records for data necessary to perform surveys.

Checks parcel maps, subdivision maps, water, sewer and street construction drawings for adequate and correct information.

Suggests solutions to surveying and drainage problems.

Performs complex calculations for traverses.

Performs related duties as required.

Knowledge, Abilities, and Skills

Knowledge of modern principles, practices, and equipment used in surveying and field engineering, including surveying laws and regulations.

Knowledge of construction plans, specifications, parcel maps, subdivision maps and construction drawings.

Knowledge of modern principles and practices of supervision and administration.

Ability to plan, coordinate, supervise, and evaluate the performance of technical and semi-technical personnel.

Ability to perform complex surveying computations, and solve drainage and related surveying problems.

Ability to effectively enforce the provision of the Land Surveyor's Act.

Ability to establish and maintain effective working relationships.

Minimum Qualifications

Graduation from an accredited college or university with a Bachelor's Degree in Civil Engineering or Surveying; and two (2) years of experience equivalent to that gained as a Survey Party Chief in the Fresno City Service.

Necessary Special Requirements

Possession of a valid California Driver's License at time of appointment.

Possession of a valid California State Land Surveyor License.

APPROVED: _____
Director of Personnel

DATE: _____

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+465/SPEC6